



STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF RISK MANAGEMENT

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BOB RILEY
Governor

BEN M. SPILLERS
Risk Manager

JAMES ALLEN MAIN
Director of Finance

MEMORANDUM

To: Director/SEICTF Coordinator

From: Carol Singletary, Program Manager

Re: SEICTF Program Updates

Date: March 11, 2009

The goal of the State Employee Injury Compensation Trust Fund (SEICTF) Program continues to be the delivery of the highest quality medical treatment for our fellow State employees who are injured on the job, to expedite the recovery process and return them to productive work. We strive to ensure that medical treatment is delivered in a cost efficient manner to make certain that resources are available for future injuries.

In order to better serve State agencies with employees who are on the job outside normal business hours, we have implemented an "After-Hours" catastrophic injury emergency line. To access the line, simply dial SEICTF at 334-223-6120 or 800-388-3406 for instructions. The line is answered by Senior Claims Representatives who then coordinate services with our Field Case Managers to assist employees who sustain life-threatening injuries when our offices are closed. Our commitment is to help your employees by having someone available to talk with emergency treatment providers and to support family members in the case of a catastrophic emergency. Please note that non life-threatening injuries will continue to be handled during normal business hours.

We have recently made improvements to our website www.riskmgt.alabama.gov, which include updated forms and provider listings. We have also added a new SEICTF ID card and Pharmacy card that you can print and distribute at your convenience. Please note that we will continue to accept the old forms, but we encourage you to go to the website and take advantage of the new "fillable" forms that allow you to type in your information, print, sign, and fax to us. You now also have the capability to complete and submit the First Report of Injury via the website with no need to fax. Simply press "submit" after completing the form and print a copy for your records.

We continue to enhance our provider network and have recently named a new Provider Network Administrator. Marie Fussell is a Registered Nurse who has served as a Medical Case Manager and Occupational Health Manager with SEICTF for the last eight years. Please do not hesitate to contact Marie with any questions, problems or even compliments regarding our physician network and the SEICTF program. Marie may be reached at 334-223-6284 or 1-800-388-3406 ext. 284 or by e-mail at Marie.Fussell@finance.alabama.gov.

My goal as Program Manager is to continue to improve the services we provide for State employees and to be available to work with you to resolve any of your concerns. I appreciate your feedback and continued support of our program. Please contact me directly at 334-223-6159 or at carol.singletary@finance.alabama.gov whenever I can be of any assistance to you.